RMA* (Registered Medical Assistant)

*WIA APPROVED COURSE

Program Comprised Of:

- Medical Terminology
- Electronic Health Records/WP
- Anatomy & Physiology
- Medical Assisting Lab One
- Medical Assisting Lab Two
- Medical Assisting Lab Three
- Medical Transcription +
- Medical Assisting Billing & Coding
- Medical Assisting Psychology
- Medical Assisting Office Procedures
- Medical Assisting Medical Law & Ethics
- Medical Assisting Clinical Externship

Course Description

The Registered Medical Assistant program is designed to prepare students for entry-level positions in private medical offices, hospitals, home health care agencies, nursing homes, clinics, and diagnostic centers.

Medical Assistants are key players in a health care team, performing clinical and administrative functions that keep health care delivery systems running smoothly. The duties of a Medical Assistant vary depending upon the location and size of the practice, and the physician’s specialty. A Medical Assistant will perform clinical duties, which vary according to state law and include taking vital signs, drawing samples, explaining treatment procedures and preparing patients for examination. Medical Assistants will also perform many clerical duties, including updating records, arranging for hospital admission and laboratory services, and handling correspondence, billing, and bookkeeping.

Medical assisting is among the fastest growing careers in the U.S. In fact, the Department of Labor reports that the need for medical assistants is expected to grow 34 percent between 2008 and 2018, which is much greater than average job growth.

Visit the American Medical Technologists website at www.americanmedtech.org, or by phone at 800.275.1268 to register and/or get your application for your certification exam. ** Essential Job Skills & Career Development Course REQUIRED for Certificate of Completion of program.

For more information call (860) 253-3034/3066 or visit www.asnuntuck.edu